

**RESPIRATORY CARE PRACTITIONER'S EXAMINING COUNCIL  
MADISON, WI  
MINUTES  
FEBRUARY 3, 2003**

**PRESENT:** David Ballard, Susan Evans, Rebecca Strike

**EXCUSED:** Ullattil Nanda Kumar

**STAFF PRESENT:** Deanna Zychowski, Wayne Austin, William Black, Grace Schwingel,  
DOE staff

**GUESTS:** Legal Council, William Black

**CALL TO ORDER**

David Ballard, Chair, called the meeting to order at 9:12 a.m. A quorum of 3 members was present.

**APPROVAL OF AGENDA**

Amendments to Agenda: 2 Applications were presented to review in Closed Session.

**MOTION:** David Ballard moved, seconded by Susan Evans, to approve the agenda as amended. Motion carried unanimously.

**ELECTION OF OFFICERS**

**MOTION:** Rebecca Strike moved, seconded by David Ballard, to elect Susan Sawyer Evans as Chair of the Board. Motion carried unanimously.

**MOTION:** David Ballard moved, seconded by Susan Evans, to elect Rebecca Strike as Vice Chair. Motion carried unanimously.

**MOTION:** Susan Evans moved, seconded by Rebecca Strike, to elect David Ballard as Secretary of the Board. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 2, 2002**

**MOTION:** David Ballard moved, seconded by Rebecca Strike, to approve the minutes of December 2, 2002 as published. Motion carried unanimously.

## **DISCUSSION ON DISPENSING OXYGEN TO PATIENTS**

William Black, Legal Counsel of the Pharmacy Board, reviewed with the Board the issue of dispensing oxygen to patients without the involvement of a Respiratory Care Practitioner. While no problems have been reported as a result of this practice, the Board's Legal Counsel anticipates that with the involvement of Legal Counsel, William Black, and the Pharmacy Board, this issue will be addressed by the summer of 2003.

## **CLOSED SESSION**

**MOTION:** David Ballard moved, seconded by Rebecca Strike, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) to review applications and conduct oral examination of 1 candidate for licensure. Motion carried by roll call vote: David Ballard-yes, Susan Evans-yes, Rebecca Strike-yes.

Open Session recessed at 10:00 a.m.

## **RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

**MOTION:** Susan Evans moved, seconded by David Ballard, to reconvene into Open Session at 11:50 a.m.

## **VOTE ON ITEMS CONSIDERED IN CLOSED SESSION**

### **RONDA GAPPA**

**MOTION:** David Ballard moved, seconded by Susan Evans, to record her score as pass in the oral examination and grant a license to Ronda Gappa as a Respiratory Care practitioner. Motion carried unanimously.

### **APPLICATIONS**

### **CAROL A. COOK**

**MOTION:** Susan Evans moved, seconded by David Ballard, to deny the request of Carol Cook for licensure because regrettably, she is not a graduate of an approved program and therefore, does not meet the statutory requirement for licensure. Motion carried unanimously.

## **DARNELL INGRAM**

The school lost the records of Darnell Ingram. Council members noted that this was the same school that lost all their records one other time. In light of this circumstance, the Council requested that Darnell Ingram redo the respiratory care percentage page and resubmit that to the Council.

**MOTION:** David Ballard moved, seconded by Susan Evans, moved to request Darnell Ingram to redo the page entitled Practice of Respiratory Care, Form 1794, and submit this to Council members. Motion carried unanimously.

## **OTHER COUNCIL BUSINESS**

The Council requested a copy of the remarks that are read to oral interview candidates at the beginning of the Oral Interview.

## **ADJOURN**

**MOTION:** David Ballard moved, seconded by Susan Evans, to adjourn the meeting at 11:55 a.m. Motion carried unanimously.

**Next meeting: Monday, July 28, 2003, 9:00 a.m. – Room 179A**